

**Vendor Comments and FAA Responses to the Federal Aviation Administration (FAA)  
Enterprise Communication Support Services (ECSS)  
Unrestricted Screening Information Request (SIR) dated January 31, 2011  
Revision: 3/21/2011**

Comment #	SIR Section/ Paragraph	Comment/Question	FAA Response
1	B.4(a)(2) Contract Pricing – Labor – Government Site Rates. Section C.2.3.2	<p>The Government stated that they will not be providing computer equipment such as laptops and instructs the offeror to include computer equipment in its Government site rate. Yet FAA Order 1370.107 (below) prohibits the connection of contractor IT equipment to FAA websites and servers. Section C.2.3.2 also states that the government will provide a computer for contractor personnel working on a government site.</p> <p>FAA Order 1370.107, Rules of Behavior/System Use Policy, paragraph 3a of Appendix B states that all personnel must: “Use FAA authorized equipment (e.g., workstations, laptops, personal electronic devices (PEDs)) to access FAA systems and information resources.”</p> <p>Please confirm that it is FAA’s intent to provide GFE computer equipment to connect to the FAA LAN when staff work on-site and the contractor should not include computer equipment cost in its Government site rate.</p>	As stated in SOW paragraph C.2.3.2, the FAA will provide GFE computer equipment to contractor staff when an employee’s normal place of performance is at a Government facility. It is left to the offeror to determine what costs to include in their proposed rates since policies may vary on what corporate computer equipment is issued to employees whose normal place of performance is at a Government facility. As indicated in the question, contractor computers may not be connected to the Government network.
2	B.5 specifies the nomenclature for the CLIN/subCLIN structure of the labor rates with each category to be designated by alpha characters after the CLIN number.	Does the term “category” refer to the distinct labor category such as Project Manager or Subject Matter Expert? As there can be up to five skill levels for each distinct labor category, please confirm that the alpha characters are meant to differentiate between the five levels for each labor category which may be proposed and not each distinctly priced labor rate?	Labor Categories generally contain the qualifications, years of experience and education required to perform a function. Each labor category should be distinct and may contain up to five skill levels. Each Labor Category should be assigned a unique CLIN number, with sub CLINS that denote the different levels within the category. In the following example, CLIN 0001 identifies the general labor category and the associated Subclins e.g. 0001AA, uniquely identify the skill level under that labor category.

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		<p>For example in the first year, the PM Labor Category Levels 1-5 would be 1001AA – 1001AE and the next labor category of SME would then be 1002AA-1002AE and so on through 1999AA-1999AE.</p> <p>Or if the alpha characters are to differentiate between each unique labor rate proposed, then please explain the purpose of the fourth digit in the CLIN numbering which would never seem to vary from X001 (1001AA-1001ZZ, 2001AA-2001ZZ, etc.).</p>	<p>CLIN 0001 – Program Manager  CLIN 0001AA – Senior Program Manager  CLIN 0001AB – Mid-Level Program Manager  CLIN 0001AC – Junior Program Manager</p> <p>CLIN 0002 – System Engineer  CLIN 0002AA – Senior System Engineer  CLIN 0002AB – Mid-Level System Engineer  CLIN 0002AC – Junior System Engineer</p> <p><a href="#">See the response to Question #15 for additional clarification.</a></p>
3	F.3 H.18 I.3.2.4-35	<p>F.3 states that the Government will provide notification of its intent to exercise an option no later than 45 calendar days prior to contract expiration. However, H.18 and I.3.2.4-35 require at least 60 days prior notice.</p> <p>Please clarify the Government’s notification plan.</p>	Paragraph F.3 should have stated 60 days. The SIR will be amended to reflect this change.
4	Section 14 of Attachment L01	<p>In section 14 of Attachment L-1, there is a table that lists Task Order deliverables. It includes two named CDRLs: CDRL F001 CSR and CDRL F002 PMRs. In section J-4 of the SIR, two CDRLs are identified: the CSR and the PMR. Neither is numbered. There are two DIDs identified. These DIDs are numbered 001 and 002.</p> <p>Please clarify that the two CDRLs, F001 and F002, named in L-1 are meant to be the two CDRLs identified in J-4, with DIDs 001 and 002</p>	That is correct. The SIR will be amended to clarify the CDRL/DID numbers.

5	Section M – Factor 1.9 Transition Planning	<p>Section M – Factor 1.9 Transition Planning. Element 1.9: Transition Planning – Degree to which the Offeror’s proposed transition planning approach is expected to ensure an effective and efficient transition from existing contracts to full performance under the new contract.</p> <p>Does “existing contracts” referenced in Section M Factor 1.9 refer only to the work described in Attachments L.1 and L.2 or does it refer to all existing contracts expected to be transitioned to the ECSS contract over its period of performance?</p>	Element 1.9 refers to all existing contracts expected to be transitioned to the ECSS contract.
6	G.6 Ordering Procedures	<p>G.6 ‘Ordering Procedures’ states that “any costs associated with the development of Contractor task plans are not allowable as a direct charge to the contract.”</p> <p>In Q&amp;A correspondence regarding SIR DTFAWA-10-R-ECSS (SB) the Government indicated that the preparation of task order plans will be billable.</p> <p>Please clarify if the Government intends to consistently apply this position to SIR DTFAWA-11-R-ECSS and adjust the language at G.6?</p>	Paragraph G.6 will be updated to delete this restriction. The SIR will be amended to reflect this change.

7	H.16	We recommend replacement of the SIR clause with a version that focuses on contractor negligence vice performance in general as follows: SAVE HARMLESS AND INDEMNITY AGREEMENT – Only to the extent of its direct responsibility, the contractor shall save and keep harmless and indemnify the Government against any and all liability, claims, and costs of whatsoever kind and nature of injury to or death of any person or persons and for loss or damage to any property (Government or otherwise) occurring in connection with or arising out of the occupancy, use, service, operations, or performance of work in connection with contract, resulting from the negligent acts, fault or omissions of the contractor, or any employee, agent, or representative of the contractor.	The FAA intends to retain Clause H.16 as is.
8	C.4.3 & C.4.5	The activities described in C.4.3 and C.4.5 could reasonably describe PMO tasks as well as functions under C.3. Please clarify if all such functions are meant to be performed by the PMO only or by the PMO and staff supporting Functional Task Areas, as appropriate.	The functions covered by these SOW sections (meeting attendance and administrative support) may be performed in support of both SOW C.3 and C.4 requirements.
9	L-1.1, Item 3	Task Order Number: 2012-001 Should the # of this task order be 2011-001, consistent with the number of TO #2 (2011-002)?	Yes. The TO number will be corrected in a SIR amendment
10	L.13.4; B-5	Section L.13.4 states that “The pricing instructions are applicable to the prime and all subcontractors.” We request your confirmation that the statement above means: (a) the full-loaded labor rates to be provided in Attachment L-4, L-5 and Table B-1 shall apply only to the prime contractor, since the rates therein govern pricing for all work performed regardless of whether it is performed by the prime contractor or subcontractors; (b) the prime and subcontractors must all abide by a labor rate pricing methodology that complies with the pricing instructions (e.g. a staff year that equals 1920 hours).	The latter. Offerors must propose a single rate for each labor category regardless whether or not the Prime or a Subcontractor will be performing the work. The FAA will not accept separate labor rates for the Prime and their subcontractor (s) for the same labor category and skill level.

11	L.13.1.1	As compared to the draft SIR, do you envision removing C.4 from discussion in Volume I, Sub Factor 3, as was done in Volume I, Sub Factor 2?	C.4 will be evaluated under Volume II, Factor 1 (Management and Contract Execution). Volume I, Factor 3 evaluates Task Order Responses, as they relate to: Understanding of TO Requirements, TO Approach, Staffing Plan, and Utilization of Subcontractors.
12	L.13.1.1	Can the Letters of Commitment be excluded from page count?	Yes. This change will be included in an amendment to the SIR
13	SOW C.4.4 and CDRL 0002	Please clarify the planned frequency for program management reviews (SOW C.4.4 states semi-annually and the CDRL 002 DID instructions states quarterly).	The frequency of the Program Management Reviews should be quarterly. SOW C.4.4 will be corrected to reflect a quarterly frequency for PMRs.
14	B.3	Please clarify that the minimum contract value of \$50,000.00 stated in section B.3 for this IDIQ contract is for each Task Order, each contract year or for the duration of this IDIQ contract.	The minimum contract value stated in Section B.3 is for the duration of the contract.
15	<a href="#">B.5 and Attachment L-1.11</a>	<p><a href="#">The Task Order Response contains a column for CLIN number for the travel and ODCs, but it is not clear how to number these two items as this is not addressed in Section B or elsewhere in the SIR.</a></p> <p><a href="#">Please clarify if the CLIN reference for the Task Order Response should be based upon a continuation of the numbering sequence that is used for the labor CLIN structure.</a></p>	<p><a href="#">CLIN numbers for Travel and ODCs should be assigned the next available sequential numbers after the CLIN numbers are assigned to the proposed set of labor categories. For example, if an offeror has 12 distinct labor categories (numbered x001 to x012), the Travel CLIN should be x013 and the ODC CLIN should be numbered x014. This is just an example and is not intended to imply that the FAA has an expected number of labor categories. The experience levels (up to five per labor category) will continue to be designated within each labor category as subCLINs, e.g., x001AA, x001AB, etc.</a></p> <p><a href="#">The same CLIN numbering scheme should be used for the total evaluated cost (TEC), the sample problem responses, and the task order responses.</a></p>